

Indiana Commission for Higher Education  
Indiana Board for Proprietary Education

Out-of-State Institutions and  
In-State Proprietary Institutions Offering Instruction in Indiana  
with a Physical Presence in the State

**DEGREE APPLICATION**  
(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution Harrison College – Columbus, Evansville, Indianapolis Downtown, and Terre Haute

Name of Program Accounting

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) BS

Name of Person Preparing this Form Katie Morrison

Telephone Number 317.447.6866 Application Type

Date the Form was Prepared 3/31/2015 Initial  
(Revise date after any revision) Revised on 5/18/2015

**I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.**

*The Accounting Bachelor of Science degree program seeks to provide students with an understanding of theory and application related to an accounting environment, including instruction in the areas of performance analysis, budgeting, managing controls, taxation and auditing. The Bachelor of Science degree in Accounting helps prepare professionals for jobs in private businesses, government or nonprofit agencies and public accounting firms.*

*Upon graduation, students will be able to:*

- 1. Generate financial results arising from business transactions.*
- 2. Evaluate the relationship between financial statements, payroll, income tax statements and business operations.*
- 3. Critically interpret and communicate the implications of corporate governance and ethical operating decisions.*
- 4. Evaluate the regulatory and auditing implications when analyzing accounting processes and business risk.*
- 5. Perform financial analysis and critical decision making while implementing core accounting principles.*

**II. PROGRAM STRUCTURE:** List all courses in the program. Indicate course name, course number, and number of credit hours or clock hours for each course.

Name of Program: \_\_\_\_\_ Accounting BS

Total Course Hours: 180 Check one: Quarter Hours X  
 Semester Hours \_\_\_\_\_  
 Clock Hours \_\_\_\_\_

Tuition : \$72,000 Length of Program: 180 weeks

**SPECIALTY COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
ACC1010	Accounting I	4
ACC1020	Accounting II	4
ACC1050	Payroll/10 Key	4
ACC1070	Income Tax	4
ACC1150	Computerized Accounting	4
ACC2010	Accounting III	4
ACC2020	Cost Accounting	4
ACC2300	Auditing	4
ACC3020	Managerial Cost Accounting	4
ACC3150	Advanced Income Tax	4
ACC3400	Intermediate Accounting I	4

<b>ACC3500</b>	Intermediate Accounting II	4
<b>ACC3700</b>	Intermediate Accounting III	4
<b>ACC4250</b>	Advanced Auditing	4
<b>ACC4500</b>	Advanced Accounting	4
<b>ACC4650</b>	Accounting Capstone	4
<b>BUS1000</b>	Principles of Business	4
<b>BUS1050</b>	Business Math	4
<b>BUS2000</b>	Business Communication	4
<b>BUS3650</b>	Business Statistics	4
<b>FIN2000</b>	Introduction to Finance	4
<b>FIN2800</b>	Personal Finance and Investments	4
<b>FIN3500</b>	Finance for Managers	4
<b>HR2100</b>	Human Resource Law	4
<b>HR3400</b>	Human Resource Management	4
<b>INT2990 or BUS2990</b>	Internship OR Lower Division Capstone	4
<b>MGT2000</b>	Management	4
<b>MGT3000</b>	Business Ethics	4

**GENERAL EDUCATION / LIBERAL ARTS COURSES:**

<b><u>Course Number</u></b>	<b><u>Course Title</u></b>	<b><u>Course Hours</u></b>
<b>COM1050</b>	Composition I	4
<b>COM2060</b>	Composition II	4
<b>ECN2000</b>	Macroeconomics	4
<b>ECN3100</b>	Microeconomics	4
<b>MAT1500</b>	Introductory Algebra	4
<b>MAT2000</b>	College Algebra	4
<b>POL2000</b>	American Government	4

<b>PSY2000</b>	Critical Thinking and Problem Solving	4
<b>SOC2300</b>	Organizational Behavior	4
<b>SPC1010</b>	Presentation Skills	4
	Humanities Elective	4
	Science Elective	8
<b>PSY1060 or SOC1050</b>	Psychology OR Sociology	4

**GENERAL EDUCATION / LIBERAL ARTS COURSES:**

<b><u>Course Number</u></b>	<b><u>Course Title</u></b>	<b><u>Course Hours</u></b>
<b>CD1000</b>	Career Development	0
<b>CPU1000</b>	Computers and Office Automation	4
<b>INF1100</b>	Information Literacy	2
<b>GS1000</b>	Success Strategies	6

Number of Credit/Clock Hrs. in Specialty Courses: 112 / 180 Percentage: 62%

Number of Credit/Clock Hrs. in General Courses: 68 / 180 Percentage: 38%

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts: \_\_\_\_\_ / \_\_\_\_\_ Percentage: \_\_\_\_\_

**III. LIBRARY: Please provide information pertaining to the library located in your institution.**

**1. Location of library; Hours of student access; Part-time, full-time librarian/staff:**

**Columbus Campus**

*Location: The library (called the Learning Resource Center) is located on the campus at: 2222 Poshard Drive, Columbus, Indiana. All Harrison College students can also retrieve library resources and services from the LRC website accessible at all times from any web-connected computer. The LRC website at [www.harrison.edu/LRC](http://www.harrison.edu/LRC) features links to a materials catalog and the online resources.*

*Hours: The library is fully staffed Monday, Wednesday, and Thursday 8:00 AM - 6:00 PM, Tuesday 8:00 AM – 5:30 PM, Friday 8:00 AM – 2:00 PM. In addition, live online librarian staffed chat reference is available during normal business hours, plus Saturday from 9:00 AM – 1:00 PM and Sunday evenings, 5:00 PM – 9:00 PM.*

*Staff: One full-time librarian is available in the LRC with the assistance of one college work study student at 10-20 hours per week to cover lunches, meetings, or other times the librarian is out of the LRC. Students are also served by over 15 full time professional librarians from other Harrison College campuses around the state who participate cooperatively in live chat and email reference, resource and collection development, and delivering instructional presentations.*

**Evansville Campus**

*Location: The library (called the Learning Resource Center) is located on the campus at: 4601 Theater Drive, Evansville, Indiana. All Harrison College students can also retrieve library resources and services from the LRC website accessible at all times from any web-connected computer. The LRC website at [www.harrison.edu/LRC](http://www.harrison.edu/LRC) features links to a materials catalog and the online resources.*

*Hours: The library is fully staffed Monday 8:00 AM – 5:30 PM, Tuesday - Thursday 10:00 - 7:30 PM, Friday 8:00 AM – 3:00 PM. In addition, live online librarian staffed chat reference is available during normal business hours, plus Saturday from 9:00 AM – 1:00 PM and Sunday evenings, 5:00 PM – 9:00 PM.*

*Staff: One full-time librarian is available in the LRC. Students are also served by over 15 full*

*time professional librarians from other Harrison College campuses around the state who participate cooperatively in live chat and email reference, resource and collection development, and delivering instructional presentations.*

### **Indianapolis Downtown Campus**

*Location: The library (called the Learning Resource Center) is located on the campus at: 550 East Washington Street, Indianapolis, Indiana. All Harrison College students can also retrieve library resources and services from the LRC website accessible at all times from any web-connected computer. The LRC website at [www.harrison.edu/LRC](http://www.harrison.edu/LRC) features links to a materials catalog and the online resources.*

*Hours: The library is fully staffed Monday - Wednesday 8:30 AM – 8:30 PM, 8:30 AM – 6:30 PM Thursday and Friday 8:00 AM – 4:00 PM. In addition, live online librarian staffed chat reference is available during normal business hours, plus Saturday from 9:00 AM – 1:00 PM and Sunday evenings, 5:00 PM – 9:00 PM.*

*Staff: One full-time librarian is available in the LRC with the assistance of one graduate student intern at 10-20 hours per week to cover extended evening hours. Students are also served by over 15 full time professional librarians from other Harrison College campuses around the state who participate cooperatively in live chat and email reference, resource and collection development, and delivering instructional presentations.*

### **Terre Haute Campus**

*Location: The library (called the Learning Resource Center) is located on the campus at: 1378 South State Road 46, Terre Haute, Indiana. All Harrison College students can also retrieve library resources and services from the LRC website accessible at all times from any web-connected computer. The LRC website at [www.harrison.edu/LRC](http://www.harrison.edu/LRC) features links to a materials catalog and the online resources.*

*Hours: The library is fully staffed Monday - Thursday 8:00 AM – 8:00 PM and Friday 8:00 AM – 5:00 PM. In addition, live online librarian staffed chat reference is available during normal business hours, plus Saturday from 9:00 AM – 1:00 PM and Sunday evenings, 5:00 PM – 9:00 PM.*

*Staff: One full-time librarian is available in the LRC. Students are also served by over 15 full time professional librarians from other Harrison College campuses around the state who participate cooperatively in live chat and email reference, resource and collection development, and delivering instructional presentations.*

## **2. Number of volumes of professional material:**

### **Columbus Campus**

*The physical collection represents just over 400 titles, picked specifically to support the program areas offered locally. This collection includes both circulating and reference materials. In addition, the library offers direct access to over 45,000 ebooks.*

### **Evansville Campus**

*The physical collection represents over 900 titles, picked specifically to support the program areas offered locally. This collection includes both circulating and reference materials. In addition, the library offers direct access to over 45,000 ebooks.*

### **Indianapolis Downtown Campus**

*The physical collection represents over 3600 titles, picked specifically to support the program areas offered locally. This collection includes both circulating and reference materials. In addition, the library offers direct access to over 45,000 ebooks.*

### **Terre Haute Campus**

*The physical collection represents over 1200 titles, picked specifically to support the program areas offered locally. This collection includes both circulating and reference materials. In addition, the library offers direct access to over 45,000 ebooks.*

## **3. Number of professional periodicals subscribed to:**

### **Columbus Campus**

*The campus provides access to over 30,621 electronic journal titles from a number of vendors, in addition to subscribing to 12 print journals chosen to support the various program areas, to meet the general education requirements of this campus, and to promote life-long learning.*

### **Evansville Campus**

*The campus provides access to over 30,621 electronic journal titles from a number of vendors, in addition to subscribing to 11 print journals chosen to support the various program areas, to meet the general education requirements of this campus, and to promote life-long learning.*

### **Indianapolis Downtown Campus**

*The campus provides access to over 30,621 electronic journal titles from a number of vendors, in addition to subscribing to 33 print journals chosen to support the various program areas, to meet the general education requirements of this campus, and to promote life-long learning.*

### **Terre Haute Campus**

*The campus provides access to over 30,621 electronic journal titles from a number of vendors, in addition to subscribing to 33 print journals chosen to support the various program areas, to meet the general education requirements of this campus, and to promote life-long learning.*

## **4. Other library facilities in close geographical proximity for student access:**

### **Columbus Campus**

*The Bartholomew Public library is located approximately 4.3 miles from the Columbus campus and provides access to all county residents as well as access to a number of other county residents via a reciprocal agreement.*

*Indiana University – Purdue University, Columbus is located less than ¼ mile from campus and provides access as a state supported institution.*

### **Evansville Campus**

*The Evansville-Vanderburgh Public library is located approximately 2.5 miles from campus and features 8 branches. This library provides cards to any resident of Vanderburgh County.*

*Materials are able to be utilized on-site by any.*

*The Ohio Township Public library is located approximately 6.2 miles from campus and features 3 branches. This library provides cards to any resident of Ohio Township, Newburgh, and Chandler, IN. Materials are able to be utilized on-site by any.*

**Indianapolis Downtown Campus**

*The Indianapolis Marion County Public Library Central Library is approximately 1.3 miles from the campus. There are 22 branches of the Indianapolis Marion County Public Library located throughout the city and county as well as an online catalog and databases available to card holders.*

*The Indiana University Purdue University Indianapolis (IUPUI) University Library is located 1.8 miles from the campus. As a state supported institution their library collections are available to all Indiana residents.*

**Terre Haute Campus**

*The Vigo County Public Library is approximately 5 miles from the campus. There are 2 branches of the Vigo County Public Library as well as an online catalog and databases available to card holders.*

*The Indiana State Cunningham Library is located 6.4 miles from the campus. As a state supported institution their library collections are available to all Indiana residents.*

<b>IV. <u>FACULTY - Columbus, IN:</u> Attach completed Instructor's Qualification Record for each instructor.</b>					
<b>** Include all required documentation pertaining to the qualifications of each instructor.</b>					
<b>Total # of Faculty in the Program:</b>	<b>3</b>	<b>Full-time:</b>	<b>2</b>	<b>Part-time:</b>	<b>1</b>
<b>Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)</b>					

List Faculty Names (Alphabetical Order)	Degree or Diploma Earned	# Years of Working Experience in Specialty	# Years Teaching at Your School	# Years Teaching at Other	Check one:	
					Full-time	Part-time
Dariage, Vincent	MBA	8	12	0	X	
Goodwin, Beth	MA	4	5	12	X	
Stevenson-Holmes, Amanda	MBA	14	2	0		X

**IV. FACULTY - Evansville:** Attach completed Instructor's Qualification Record for each instructor.

**\*\* Include** all required documentation **pertaining to the qualifications of each instructor.**

Total # of Faculty in the Program:	7	Full-time:	1	Part-time:	6
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Fill out form below: (PLEASE LIST NAMES IN **ALPHABETICAL ORDER.**)

List Faculty Names (Alphabetical Order)	Degree or Diploma Earned	# Years of Working Experience in Specialty	# Years Teaching at Your School	# Years Teaching at Other	Check one:	
					Full-time	Part-time
Elkin, Leslie	MBA	21	10	0	X	
Harper-Sperry, Angela	MBA	27	13	0		X
Riley, Pat	MBA	23	17	0		X
Shanks, Stacey	MSM	24	1	0		X
Skodinski, Andy	MBA	10	2	0		X
Walton, Amanda	MSM	22	9	2		X

**IV. FACULTY Indianapolis Downtown and Online :** Attach completed Instructor's Qualification Record for each instructor.

**\*\* Include** all required documentation **pertaining to the qualifications of each instructor.**

Total # of Faculty in the Program:	7	Full-time:	4	Part-time:	3
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Fill out form below: (PLEASE LIST NAMES IN **ALPHABETICAL ORDER.**)

List Faculty Names (Alphabetical Order)	Degree or Diploma Earned	# Years of Working Experience in Specialty	# Years Teaching at Your School	# Years Teaching at Other	Check one:	
					Full-time	Part-time

Nicol Bradberry	MS	10	7	0	X	
Cheryl Gannaway	MA	13	3	13		X
Diane Heavin	MA	34	29	5	X	
Anthony Jean-Louis	Ed S	11	4	11		X
Susan Salamo	MA	41	6	35		X
Greg Sciffli	MA	21	4	4	X	
Stephen Walker	MS	17	1	10	X	

**IV. FACULTY - Terre Haute:** Attach completed Instructor's Qualification Record for each instructor.  
**\*\* Include** all required documentation **pertaining to the qualifications of each instructor.**

<b>Total # of Faculty in the Program:</b>	<b>6</b>	<b>Full-time:</b>	<b>4</b>	<b>Part-time:</b>	<b>2</b>
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**Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)**

List Faculty Names (Alphabetical Order)	Degree or Diploma Earned	# Years of Working Experience in Specialty	# Years Teaching at Your School	# Years Teaching at Other	Check one:	
					Full-time	Part-time
Camp, James	MBA	27	16	4	X	
Myers, Margaret	MBA	13	7	2		X
Phelps, Michael	PHD	9	3	5		X
McGuire, Karen	MBA	8	20	1	X	
Schmidt, Jessica	MA	2	8	3	X	
Watson, Theresa	MS	5	12	5	X	

*Indiana Commission for Higher Education*  
*Indiana Board for Proprietary Education*  
**Supplementary Information on**  
**Licensure, Certification, and Accreditation**

Institution: Harrison College  
 Degree Program: Accounting BS  
 Locations: Columbus, Evansville, Indianapolis Downtown, and Terre Haute

**State Licensure**

Does a graduate of this program need to be licensed by the State to practice their profession in Indiana and if so, will this program prepare them for licensure?

**Graduates of this program do not need to be licensed by the State to practice their profession in Indiana.**

If so, please identify

The specific license(s) needed:

The State agency issuing the license(s):

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**Professional Certification**

What are the professional certifications that exist for graduates of similar program(s)?

Will a graduate of this program be prepared to obtain national professional certification(s) in order to find employment, or to have substantially better prospects for employment, in a related job in Indiana?

**Graduates of this program do not need national professional certification in order to obtain employment in the field.**

**The Harrison College Accounting BS degree is designed to prepare students for a variety of career opportunities upon graduation. Graduates of the BS programs are eligible to sit for CB certification, however, two years of field experience is required before one would be granted the opportunity to use the CB title.**

**Requirements to sit for the Uniform Certified Public Accountant (CPA) Exam are outlined by the National Association of State Boards of Accountancy (NASBA) and may be found on their website [www.nasba.org](http://www.nasba.org). The requirements may vary depending on the state in which the exam is administered. In the majority of cases, individuals interested in sitting for the CPA Exam must have successfully completed coursework beyond the bachelor degree level in order to be eligible. Students are encouraged to check with the State Board of Accountancy in the state in which the student resides for additional eligibility requirements.**

**Other certifications are not available without further education and/or industry experience**

If so, please identify

Each specific professional certification:

The national organization issuing each certification:

Please explain the rationale for choosing each professional certification:

Please identify the single course or a sequence of courses that lead to each professional certification?

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**Professional Industry Standards/Best Practices**

Does the program curriculum incorporate professional industry standard(s) and/or best practice(s)?

***Each accounting course taught within the program focuses on a different concentration or group of industry standards and/or best practices. Harrison College reaches out to business and community representatives to help guide the ongoing review of the program. Requirements to sit for the Uniform Certified Public Accountant (CPA) exam are outlined by the National Association of State Board of Accountancy (NASBA) and are on their website. Requirements do vary by state.***

If so, please identify

The specific professional industry standard(s) and/or best practice(s):

***The following are examples of key summary level program concepts that incorporate professional industry standards and/or best practices:***

- ***Global business considerations***
- ***Stakeholder satisfaction***
- ***Logistics performance measurement***
- ***Cost analysis***
- ***Multi-functional operations***
- ***Forecasting and demand management***
- ***Material planning and control***
- ***Transportation, safety and control regulations and compliance***
- ***Environmental considerations and factors***
- ***Six Sigma and quality design principles***
- ***Quality assurance***
- ***Inventory Management***
- ***Enterprise Resource Planning (ERP)***
- ***Project Management Standards (Project Management Institute)***
- ***Business ethics***
- ***Regulatory requirements of the Sarbanes Oxley Act of 2002***
- ***Integrated audit requirements***
- ***Job order and process cost systems***
- ***Requirements of the Internal Revenue Service (IRS) for individual and business tax returns***
- ***Generally accepted accounting principles (GAAP)***
- ***Proper management and classification of cash and treatment of all accounts***
- ***Valuations and disclosures***
- ***Internal controls and risk management***
- ***Consolidated financial statements***
  
- ***Advanced financial analysis***

The organization or agency, from which the professional industry standard(s) and/or best practice(s) emanate:

**Standards and best practices emanate from the Financial Accounting Standards Board (FASB), Generally Accepted Accounting Principles (GAAP), American Accounting Association, the Securities and Exchange Commission (SEC) and the Internal Revenue Service (IRS).**

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**Program Accreditation**

Does this program need specialized accreditation in order for a graduate to become licensed by the State or to earn a national professional certification, so graduates of this program can work in their profession or have substantially better prospects for employment?

**No, there is no specialized accreditation for this program.**

If so, please identify the specialized accrediting agency:

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**Transferability of Associate of Science Degrees**

Since CHE/BPE policy reserves the Associate of Science designation for associate degrees whose credits apply toward meeting the requirements of a related baccalaureate degree, please answer the following questions:

Does a graduate of this A.S. degree program have the option to apply all or almost all of the credits to a related baccalaureate degree at your institution?

**N/A**

If so, please list the baccalaureate degree(s):

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**Job Titles**

List specific job titles and broad job categories that would be appropriate for a graduate of this program:

**Job titles include bookkeeper, accounting clerk, accounting assistant, accounts payable or accounts receivable clerk, billing coordinator, forensic accountant, junior accountant, auditor, payroll clerk, and tax preparer. Broad job categories include general accounting, cost accounting, tax accounting, payroll, internal auditing, financial services, and banking.**